

SECTION 35. DISK RECORD VALIDATION

35.1 GENERAL.

All accounting records are created or updated through remote devices or batch-processing techniques. The online system edits transactions for validity, compatibility, and presence of data elements when basic records are established at FSR and PSR levels. Since a single transaction updates all related records, the amounts and quantities in related CSRs, FSRs, PSRs, and DSRs should always agree. However, program errors or computer malfunctions may cause invalid characters to appear in disk records, or may cause normal address and amount relationships to be disturbed. The zero-balance disk check and FSR/PSR data element audit programs described in the following paragraphs identify records containing errors.

35.2 RECONCILIATION (PROGRAM NBQW10).

a. Purpose. This program is used to reconcile travel records with outstanding balances to the related travel accounting DSR records.

b. Functions. The travel accounting reconciliation performs as follows:

(1) All travel accounting DSRs and travel records with open balances are read and matched.

(2) If a travel record exists, but the related accounting DSR does not, the applicable DSRA in the travel record is deleted and the record is printed on the Travel Accounting/General Accounting Reconciliation List (Travel Record Deletes). See figure 35-5.

(3) If an accounting DSR exists, but a related travel record does not, the accounting DSR is marked for deletion and the record is printed on the Travel Accounting/General Accounting Reconciliation List (DSR Deletes). See figure 35-4.

(4) If both the travel record and accounting DSR exist, but the amounts are not in agreement, the travel record amount is adjusted to agree with the accounting DSR amount. See figure 35-6.

c. Subsequent Programs. Upon completion of NBQW10, either program NBQW40 (General Accounting Records Balance Update) or NBQ050 (Zero-Balance Disk Check) is executed as follows:

(1) When PC "T" DSRs are deleted, NBQW40 is executed by NBQW10. Upon completion, NBQW40 will execute NBQ050.

(2) When DSRs are not deleted, NBQ050 is executed by NBQW10.

d. Frequency. The reconciliation is run as required, but it is mandatory to run it once a month. Reports and Analysis Division may schedule a reconciliation as follows:

(1) Any time A&F has experienced abnormal responses or operations such as missing messages (when the expected response does not appear), or the occurrence of functional systems failures.

(2) Before the Defense Enterprise Computing Center (DECC) produces the monthly or quarterly open document list, it is not necessary to schedule a reconciliation and resulting zero-balance disk check before each open document list, if it is produced more often than monthly.

e. Program Activation. No control record is required.

f. Corrective Action. The output lists are reviewed jointly by the Travel and Accounts Control Processing Centers. See figures 35-4 and 35-5. Since all errors which can occur cannot be explained in this manual, the corrective actions depend on the type of error and circumstances involved. Reestablish records through normal travel frame inputs if they are needed.

35.3 GENERAL ACCOUNTING RECORDS BALANCE UPDATE (PROGRAM NBQW40).

a. Purpose. This program is used to correct CSR, FSR, and PSR balances due to the deletion of travel DSRs by NBQW10. Program NBQW40 is executed by NBQW10; therefore, there is no need to schedule this program. The update of CSR/FSR/PSR balances is performed as follows:

(1) Type Vendor 5 Records. When a travel DSR is deleted, the applicable Bal-ID "U" amount is reversed from the corresponding PSR, FSR, and CSR in turn.

(2) Type Vendor 7 Records. These type records are handled in the same manner as type vendor 5 records with one major exception; the Bal-IDs "U" and "E" amounts are reversed from the PSR, FSR, and CSR. These actions are required to keep the PSR in balance. Automated travel transactions cannot be processed against a type vendor 7 PSRA unless Bal-IDs U+E=0.

b. Audit Requirements. The corrected balances list (see figure 35-8) contains the record addresses, Bal-IDs, before and after, and net change amounts. It should be reviewed jointly by travel and accounts control personnel. This list should be reconciled with those output by program NBQW10 to ensure all DSRs identified for deletion have been reversed from the corresponding PSR, FSR, and CSR. If this list cannot be reconciled, request assistance from FAB, DSN 596-5771. Program NBQW40

also creates before and after transactions to be written to the Daily Transaction File (ZBQTTAUNDD10), if changes are made to PSR or DSR addresses. These transactions will not appear on the Daily Audit List, but will appear on the monthly selective and also be part of the ABQ13A and ABQJ4A files. Program NBQW40 will appear in the DOV number field for all transactions generated by this program.

35.4 ZERO-BALANCE DISK CHECK (PROGRAM NBQ050).

a. Functions. This program performs the following functions:

- (1) Validates address linkage.
- (2) Compares accounting classification in related CSRs/FSRs and in related FSRs/PSRs/DSRs.
- (3) Compares amount and quantity data in related CSRs/FSRs and in related FSRs/PSRs/DSRs.
- (4) Produces the FSR/PSR/DSR Zero-Balance List and the CSR/FSR Zero-Balance List, which are used by A&F to correct disk record errors isolated by the program.
- (5) Creates before and after transactions to be written to the Daily Transaction File (ZBQTTAUNDD10) if changes are made to PSR or DSR addresses. These transactions will not appear on the daily audit, but will appear on the monthly selective transaction history and will be part of the ABQ13A and ABQJ4A files. Two entries will appear for each Bal-ID updated. A credit transaction for the original entry and a debit transaction for the corrected entry. Program NBQ050 will appear as the DOV number for all generated transactions.

b. Frequency. This program is automatically processed upon completion of the travel reconciliation. See paragraph 35.2. It may be requested independently if errors are suspected in the accounting records (CSR, FSR, PSR, and DSR records), which would not affect the travel records.

c. Sequence. These functions are performed in the above sequence until an error is found in the internal records. The error records are then flagged with messages. The remaining functions are performed as stated in paragraph 35.6. The functions, sequences, and interrelationships must be fully understood in order to take corrective action. The program groups FSRs, PSRs and DSRs by FSRA, PSRA and DSRA, and CSRs and FSRs by CSRA and FSRA.

d. Address Linkage Validation. Within each CSR or FSR group, the program verifies the validity of addresses in each record (fund types

A, B, C, J, L, and M are also edited as requiring a CSRA). This procedure is used to determine if program errors or computer malfunctions have caused addresses in internal records to become garbled or otherwise invalid. If this occurs, the record cannot be updated using normal processing methods because the record is unaddressable; other techniques must be used to correct the record. The program identifies an address error and produces offline kill transactions for each record which has an invalid address, and for all lower level records linked to that record. Use of offline kill transaction corrections is explained in section 37.

e. Comparison of Accounting Classifications. After all addresses in the records in an FSR group have been verified as valid, the program compares the accounting classification in the records within each FSR group. The accounting classifications in DSRs are compared with those in the related PSRs. PSR data is compared to data in related FSRs. If data elements in lower level records are different from those in the higher level records (except when the higher level records do not contain the data element), the program assumes the lower level records to be in error. If this condition is present, especially in the case of PSRs, the records cannot be corrected using normal input techniques. This is because any attempt to post to a PSR with a different accounting classification than the one in the related FSR is rejected with the message INCOMPATIBLE DATA. This program produces offline kill transactions for PSRs and DSRs with accounting classification errors. FSRs (fund types A, B, C, D, J, L, and M) with CSR addresses are also compared against their related CSR for compatibility. Offline kill transactions for FSRs identified as having accounting classification errors are also created by the program.

NOTE: Offline kill transactions are produced for the lowest level record in a group (FSR/PSR/DSR or CSR/FSR), because the classification in the highest level record is assumed to be correct. Offline kill transactions indicate that the classification in lower level records does not match the higher level record. It may be that the higher level record is the record actually in error. A&F researches both records to decide which record is erroneous. Correction procedures are in paragraph 35.6d.

f. Comparison of Amounts. The program determines if budget authority and open amounts agree in related FSRs/PSRs/DSRs and if they agree in related CSRs/FSRs (any adjustment made to an FSR during the FSR/PSR/DSR balancing is used in the CSR/FSR balancing). When amounts in the records for a given CSR/FSR or FSR/PSR/DSR are compared by this program, the program assumes the amounts in the lowest level record are correct and adjust the current month balances in higher level records to make them agree with the lower level records. All Bal-IDs

except E and R are compared and treated in this manner. Bal-IDs E and R are compared for zero-balance only between related PSRs/FSRs and related FSRs/CSRs.

g. Results. Lists produced by the zero-balance disk check program are at figures 35-1 and 35-2. A list is produced for any discrepancies in related FSRs/PSRs/DSRs. A separate list is produced for discrepancies between related CSRs/FSRs. The lists and offline kill transactions produced are sent to A&F to determine corrective action. The zero-balance disk check list explanations are in paragraphs 35.6c.

35.5 CORRECTIVE ACTIONS.

Reports and Analysis Division reviews zero-balance disk check results and decides on the corrective action required. Since all errors cannot be explained in this manual, corrective actions depend upon the type of error and the circumstances involved. Study, and fully understand, the operation of the zero-balance disk check programs, creation of offline kill transactions, and automatic adjustments made to disk records. General discussion of normal corrective actions is in paragraph 35.6e.

35.6 ZERO-BALANCE DISK CHECK LIST.

a. Purpose. A&F uses the CSR/FSR and FSR/PSR/DSR zero-balance lists to correct disk record errors identified by program NBQ050.

b. Source. The source of the data contained in the lists is the CSRs, FSRs, PSRs, and DSRs stored on disk.

c. Content of Lists. Program NBQ050 produces two zero-balance disk checks lists; CSR/FSR Zero-Balance Disk Check List (figure 35-1) and FSR/PSR/DSR Zero-Balance Disk Check List (figure 35-2). Contents of the lists are as follows:

(1) First Line. The first line contains the prepared date, run time, title, and product control number.

(2) Second and Third Lines. The second and third heading lines show the titles of the information printed in the detail body of the report. The headings in the second line are: AFO, fund type, appropriation, allotment code (e.g., FC, FY, OBY, OAC, and OBAN or ASN), MFP, PEC, DOD FC, BPAC field (e.g., BPAC, project, etc.), LNE, EEIC, CAAS, SMC, sales code, organization data (e.g., cost center code), ESP, PC, type vendor (TV), and new/old site. The third line contains the CSRA, FSRA, (or FSRA, PSRA, DSRA, document number), Bal-ID, beginning disk balance, difference, corrected disk balance, and error message.

(3) Error Detection/Error Messages. When the program finds no errors, the body of the list shows only the message NO ERRORS FOUND. In this case, no further action is necessary.

When errors are found, the error messages, and in some cases limitation edit messages are printed in the body of the list. The type of errors that could occur along with possible causes and corrective actions are provided as follows:

(a) Address Error. This message indicates internal disk addresses are invalid as the result of either program errors or computer malfunctions. If the detail print line on the list represents CSR or FSR, the message indicates the address in the internal records does not agree with its actual location on the disk. Offline kill transactions are produced for the following address error on the list.

1 PSR.

a Address in the record does not agree with its actual location on the disk.

b PSRs related to FSRs contains an address error.

c FSRA in the PSR exceeds the limits of the FSR file.

d A combination of any of the previous conditions.

2 DSR.

a DSRA may be different from its actual location in the file.

b The related PSR or FSR may contain an invalid address.

c PSRA or FSRA in DSR may exceed the limits of the PSR or FSR files, respectively.

d A combination of any of the previous conditions.

(b) Acct Class Error. Accounting Class Errors are identified with the next higher level record (CSR/FSR) or (PSR/DSR). The disk check and zero-balance programs compare the accounting classification in each DSR and PSR to its higher level records. Where differences are found, except where the higher level record is blank for a particular data element, the lower level record is assumed to be in

error and is printed on the list with the message ACCT CLASS ERROR. An offline kill transaction is produced for each record identified.

(c) Limitation Edit Messages. The program detects errors involving differences in amounts. The higher level records are automatically adjusted to agree with the amounts in lower level records. In this cases, the amount appearing under the difference column shows the amount of the adjustment made, while the balance before adjustment and the adjusted balance by Bal-ID is shown in the column entitled disk balance. When these columns contain data, the internal disk records have been adjusted. If applicable, these messages are printed when the new balance of an adjusted record limitation causes an edit condition.

1 A > B. For fund types A, B, C, and T, adjustments are made indicating that the allotment balance (Bal-ID A) is greater than the ABA (Bal-ID B).

2 C > G. For fund type L, adjustments are made indicating that the sum of commitments, UOO, AEU, and AEP is greater than ABA.

3 C > A. For fund types A, B, C, E, and T, adjustments are made indicating the sum of commitments, UOO, AEU, and AEP is greater than the allotment in the record that has been adjusted.

4 O > H. For fund type L, adjustments are made indicating the sum of UOO, AEU, and AEP exceeds QEA.

5 TOT QTR > TOT ANN. For CSRs, adjustments are made indicating the allotment or QEA balance is greater than the ABA or AEA balance.

6 O > TAA. For CSRs, adjustments are made indicating the total obligations (BIDs O+U+E) exceed total actual authority (BIDs A/H or A/H-W+D+F+R, whichever is less).

7 C > TAA. For CSRs, adjustments are made indicating the total commitments (BIDs C+O+U+E) exceed total actual authority as defined in the previous paragraphs.

8 W > J. For CSRs, adjustments are made indicating the quarterly anticipated reimbursable authority (BID W) exceeds annual anticipated reimbursable authority (BID J).

9 RR > W. For CSRs, adjustments are made indicating the reimbursements realized (BIDs D+F+R) exceed quarterly anticipated reimbursable authority (BID W).

(d) Site Code Mismatch. The disk check programs check for mismatches with site codes. Program NBQB20, option 1, which is called by NBQ050, checks the site codes in all CSR and FSR records and validates them against the site codes found in VBQ61BUNDD20 and VBQ61CUNDD30 files.

If any mismatches are found, the CSR and FSR records will be corrected and a Site Code Update/Validation Report, option 1 (figure 35-10) is produced identifying the old site and new site codes.

NOTE: It is very important the VBQ61BUNDD20 and VBQ61CUNDD30 files contain accurate information.

(4) Record Count. On the end page of the Zero-Balance Disk Check List, a count of the active and inactive records is shown for each file. For example, the end page of the FSR/PSR/DSR Zero-Balance Disk Check List appears as follows:

```
ACTIVE FSR XXXXXXXXX INACTIVE FSR XXXXXXXXX
ACTIVE PSR XXXXXXXXX INACTIVE PSR XXXXXXXXX
ACTIVE DSR XXXXXXXXX INACTIVE DSR XXXXXXXXX
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d. Corrective Actions. Reports and Analysis Division researches and corrects errors found by the zero-balance disk check system. The action varies, depending upon the condition which caused the errors to occur. The following provides examples of actions necessary to correct errors.

<u>ERROR MESSAGE</u>	<u>CORRECTIVE ACTION</u>
ADDRESS ERROR	The only method by which address errors can be corrected is processing the offline kill transactions produced by the zero-balance disk check program IAW the procedures outlined in section 37. After the offline kill transactions have been processed, reestablish the records and amounts deleted from the disk records by the offline kill routine. See sections 12 and 13.

ACCT CLASS
ERROR

Correction of accounting classification errors depends on which level of record has the error. Both the offline kill (section 37) and QF or QP procedures (section 21) should be considered as ways to take corrective actions. If the FSR contains the accounting classification error (e.g., identifies an erroneous accounting classification such as a question mark or other invalid character) an offline kill transaction will be created. If a computer malfunction has caused PSRs to identify accounting classification errors, kill the erroneous PSRs and the related DSRs by using the offline kill system or change them by the QP

ERROR MESSAGECORRECTIVE ACTION

ACCT CLASS
ERROR (cont)

procedures. If only DSRs are identified as containing accounting classification errors, correct these errors either by processing the offline kill transactions or use QD procedures (section 21). All records and amounts deleted from the records via the offline kill routine must be established again with valid coding. See sections 12 and 13.

INV BAL-
REVERSED

Reports and Analysis Division, and the applicable PC, determine if the amount reversed is valid and recordable. If the amount is valid and recordable, reestablish IAW procedures in sections 12 and 13 using the proper document number. If the amount is not valid, no further action is required.

INVALID/MISSING
0-1 LINE ITEM
DATA

This is an advisory notice to alert the user that 0-1 line item data is missing or incompatible with data in MART file 8. If missing 0-1 line item data, reestablish the PSR using the correct Activity Group/Sub-Activity Group (AG/SAG). If PSR contains 0-1 line item data, verify its validity. If 0-1 line item data is invalid, kill the PSR and reestablish with valid 0-1 line item data.

NOTE: Disregard this message if records in question are prior to FY99. An offline kill record is not produced, only the error message on the listing.

LIMITATION
EDITS

A > B
C > G
C > A
O > H
TOT QTR > TOT
ANN
O > TAA
C > TAA
W > J
RR > W

For disk adjustments, Reports and Analysis Division determines whether the preadjustment or post adjustment balances are correct. To review balances, use accounting classification, OBL/ AL, and budget documents in the case of budget authorities, and OBL/AL, open document list, or document files in the case of open balances. If preadjustment balances are correct, transactions must be input via remote or batch processing to return the records to their preadjustment amounts. If post adjustment amounts are correct, no further action is necessary except review of the edit messages printed on the Zero-Balance Disk Check List by Budget and Reports and Analysis Division personnel.

<u>ERROR MESSAGE</u>	<u>CORRECTIVE ACTION</u>
SITE CODE CORRECTED	All CSR and FSR records are validated by program NBQB20, option 01, using the information found in VBQ61BUNDD20 and VBQ61CUNDD30 files. Additionally, the site code in lower level records is checked against the site code in higher level records. If a mismatch is identified, program NBQ050 replaces the site code in the lower level record with the site code in the higher level record. The output list displays the error message "SITE CODE CORRECTED". The new and old site codes are displayed on the second line immediately after the type vendor code. An offline kill transaction is not created for a site code mismatch. No action is required by Reports and Analysis Division personnel. The NBQB20 (Site Code Update/Validation Report) end-of-job time will be recorded in the GAFS database, and displayed when NBQEOD, option 4, (BQ History) is scheduled.

e. Corrections Using Offline Kill Transactions.

(1) The zero-balance disk check program produces an offline kill transaction for each disk record with an invalid address, or accounting classification error. The PSR/DSR kill transactions are created in the ABQ05FUNDD10 file. A&F must first edit the PSR/DSR kill transactions and keep only those transactions for the highest level record, then compare these kill transactions to the Zero-Balance Disk Check List when only valid kill transactions remain.

(2) After the review, Reports and Analysis Division schedules the offline kill program NBQ060, option 2. This program kills all lower level records linked to the higher level record being killed. A&F must transfer the transactions to the appropriate filename required by the offline kill programs (e.g., ABQ06CUNDC10). A list of records killed offline is produced as outlined in section 37.

(3) After offline kill processing is completed and all required records are killed, Reports and Analysis Division sets up new records, amounts, and quantities in the database. New CSRs, FSRs and PSRs must be established (sections 12 and 13). Following this, amounts must be posted to the newly created CSRs, FSRs, and PSRs. These amounts affect the accuracy of balances in higher level records and can only be corrected by processing disk checks after the corrections are made. The follow-on disk checks should readjust the balances in the affected records.

(a) Budget Authorities. Obtain amounts from the latest OBL/AL or from the budget office.

(b) Open Amounts. Obtain amounts from the document files. Hold aside applicable documents for copying new addresses.

(c) Disbursements or Collections. Reentry of these amounts does not adversely affect MAFR. The source of these amounts is the prior month MAFR products and current month DASL. Reenter the transactions using the MAFR code in the transactions, backdating prior month transactions. Reenter original current month amounts individually or in total through preparation of a journal voucher.

f. Distribution. The host site will receive a consolidated site list of zero-balance disk checks. Each site will receive a copy of their data.

35.7 PSR DATA ELEMENT AUDIT.

The purpose of the data element audit is to ensure records created by the yearend and data element change (QF, QP, and table C) programs meet the edit criteria in section 16. Program errors or computer malfunctions may cause invalid characters to appear in established disk records. In addition, data select codes B, P, R, and N in the MART Data Selection by Fund Code and MART Data Selection by Appropriation File will be used. MART edits and validations are performed and OBY, ASN/OBAN, fund type, program element, DoD FC, EEIC, SRAN, RC/CC, ESP, type vendor, and CCC (CAAS), fields will be checked for proper data elements by using data select codes.

a. Source of Data. The source of data is PSRs stored on disk.

b. Frequency. The disk check program may be scheduled or run automatically as required, but should be processed at least once a month. The program is run automatically for all AFOs when the zero-balance disk check is run, but can be run independently for each AFO.

c. Control Record. A&F establishes the control record using the format in figure 35-9. Once this is completed, schedule program NBQB50.

d. Contents of List. See figure 35-3.

(1) The first line shows the prepared date, title, PSR Data Element Audit, as-of-date, and product control number. The second line contains the AFO code, base name, and ADSN.

(2) Column Headings.

- (a) PSRA
- (b) FT
- (c) FC
- (d) Appropriation
- (e) FY
- (f) OBY
- (g) OAC/OBAN
- (h) MFP
- (i) PEC
- (j) DoD FC
- (k) BPAC/PROJ/CS/CTY
- (l) FMS Line
- (m) MPC/EEIC/BAAN
- (n) RC/CC
- (o) ESP
- (p) PC
- (q) TV
- (r) Management Notices

(3) Error and Management Notices.

(a) The disk check program has the same PSR edits as the online system. If no errors are found, the body of the listing shows only the message NO ERROR THIS CYCLE. In this case, no further action is required. However, when an edit fails, the record in error and a management notice is printed in the body of the listing.

(b) Error phrases and management notices are generated through the use of data select codes contained in the MART Data Selection by Fund Code or MART Data Selection by Appropriation File. The following data select codes are used by program NBQB50.

1 Indicator B - Validate data elements to MART File 6.

2 Indicator N - Data element must be numeric.

3 Indicator P - Requires presence of data in the applicable data field.

4 Indicator R - Data elements may be present, but are not required in the applicable data field.

(c) Program NBQ090 error numbers and messages will be generated anytime a PSR record fails an edit. See section 16 for these error numbers and messages.

(d) Whenever a PSR record contains data, but the MART Data Selection by Fund Code, or MART Data Selection by Appropriation File has no data select code present, the following messages may be generated:

1 MGT: OBY MUST BE BLANK

2 MGT: OAC MUST BE BLANK

3 MGT: ASN-OBAN MUST BE BLANK

4 MGT: ASN-OBAN MUST BE NUMERIC

5 MGT: FUND TYPE MUST BE BLANK

6 MGT: PEC MUST BE BLANK

7 MGT: DoD-FC MUST BE BLANK

8 MGT: MPC MUST BE BLANK

9 MGT: ARPA MUST BE NUMERIC

10 MGT: TRT FIELD 11 MUST BE BLANK

11 MGT: SALES CODE MUST BE BLANK

12 MGT: RC/CC MUST BE BLANK

13 MGT: ESP MUST BE BLANK

14 MGT: TV MUST BE BLANK

15 MGT: CCC MUST BE BLANK

(e) Whenever the MART Data Selection by Fund Code or MART Data Selection by Appropriation File has a data select code, but the PSR record data element is blank, the following messages may be generated:

1 MGT: OAC IS BLANK
2 MGT: OBY IS BLANK
3 MGT: ASN-OBAN IS BLANK
4 MGT: FUND TYPE IS BLANK
5 MGT: PEC IS BLANK
6 MGT: DoD-FC IS BLANK
7 MGT: ARPA IS BLANK
8 MGT: TASK IS BLANK
9 MGT: EEIC IS BLANK
10 MGT: SRAN IS BLANK
11 MGT: RC/CC IS BLANK
12 MGT: ESP IS BLANK
13 MGT: TV IS BLANK
14 MGT: CCC IS BLANK

(f) If a record cannot be found in the MART Data Selection by Fund Code File, the message 022 "RECORD NOT FOUND IN FILE 4" will be generated.

(g) If a record cannot be found in the MART Data Selection by Appropriation File, the message 023 "RECORD NOT FOUND IN FILE 5" will be generated.

(4) Corrective Actions. Reports and Analysis Division checks each record on the list and its respective error message and management notices to see if further action is required. Check each record against the MART Data Selection by Fund Code or MART Data Selection by Appropriation File Data Select Codes. If the record is

valid, but the MART files contain an error, contact DFAS-DE at DSN 926-7292 for corrective action. If the record contains errors, it should be corrected using the online system or the offline kill procedures (section 37).

e. Distribution. Reports and Analysis Division receives the list, annotates it with action taken, and files it for audit purposes.

35.8 PSR DATA ELEMENT AUDIT (LOUIS II QUERY - LBQB50PSREXT) .

The purpose of the PSR data element audit is to ensure records created by yearend programs, modified by data element change (QF, QP, and table C) and created during the fiscal year meet the edit criteria outlined in section 16. The LBQB50PSREXT was created for execution at each OPLOC. Program NBQB50 will be executed for those locations that do not have access to Louis II.

a. Differences. Program NBQB50 is run automatically for all AFOs when the zero-balance disk check is run, and can be run independently for each AFO. The LBQB50PSREXT query is scheduled independently by the Systems Administrator Office, and executed at least once a month prior to end-of-month processing. Management notices identified on LBQB50PSREXT query must be researched and corrected. This will significantly reduce address creation errors and erroneous data elements reported on the Data Base Transmission Report. The execution of LBQB50PSREXT must be coordinated and scheduled by the Systems Administrator Office.

b. Source of Data. The PSR file is the source of data.

c. Frequency. At least once a month prior to end-of-month, and after a significant number of data element changes have been scheduled.

d. Control Record. For those locations that do not have access to Louis II, use the control record outlined in figure 35-9.

e. Contents of List. See figure 35-11.

(1) The first line shows the prepared date, title, PSR data element audit, as-of-date, and the product control number. The second line contains the AFO code and the location name.

(2) Column Headings.

(a) FSR

(b) PSR

- (c) Fund-Type
- (d) Fund-Code
- (e) Appropriation
- (f) FY
- (g) OBY
- (h) OAC-OBAN
- (i) MFP
- (j) Prog-Ele
- (k) DoD-FC
- (l) BPAC/PROJ/CS/CTY
- (m) FMS-Line
- (n) MPC/EEIC/BAAN
- (o) RC-CC
- (p) ESP
- (q) PC
- (r) Type-Vendor
- (s) Management Notices
- (t) AFO-ID

(3) Management Notices. LBQB50PSREXT query will produce a 3-position management notice and explanation.

- (a) Management Notices and Explanation.

MANAGEMENT NOTICE

EXPLANATION

1 - AAA	MPC INVALID OR MISSING
2 - AAB	MPC INVALID FOR FC/FT
3 - AAC	MPC INVALID FOR FC/FT
4 - AAD	SALES CODE MUST BE BLANK
5 - AAE	ABA MUST BLANK FOR FT X O R Z
6 - AAF	INVALID EEIC, MUST START WITH 409

7 - AAG	BAAN CANNOT BE BLANK
8 - AAH	BAAN CANNOT BE BLANK
9 - AAI	BAAN CANNOT BE BLANK
10 - AAJ	EEIC/FC/DOD FC INCOMPATIBLE
11 - AAK	EEIC/FC/DOD FC INCOMPATIBLE
12 - AAL	INVALID FMS-CASE/COUNTRY CODE
13 - AAM	COUNTRY CODE MUST BLANK

MANAGEMENT NOTICEEXPLANATION

14 - AAN	RC/CC CANNOT BE BLANK
15 - AAO	FMS COUNTRY INVALID OR MISSING
16 - AAP	FMS CASE INVALID OR MISSING
17 - AAQ	FMS-LINE INVALID OR MISSING
18 - AAR	SALES CODE - FC INCOMPATIBLE
19 - AAS	SALES CODE INVALID OR MISSING
20 - AAT	RCCC - OBY INCOMPATIBLE
21 - AAU	FISCAL YEAR INVALID OR MISSING
22 - AAV	FISCAL YEAR INVALID OR MISSING
23 - AAW	OAC NOT NUMERIC
24 - AAX	INVALID TYPE VENDOR CODE
25 - AAY	ESP INVALID OR MISSING
26 - AAZ	BPAC INVALID OR MISSING
27 - ABA	PEC INVALID OR MISSING
28 - ABB	PEC INVALID OR MISSING
29 - ABC	EEIC/DOD FC INVALID OR MISSING
30 - ABD	RCCC-PEC-MFP INCOMPATIBLE
31 - ABE	RCCC - EEIC INCOMPATIBLE
32 - ABF	ASN-OBAN INVALID OR MISSING
33 - ABG	PROJ INVALID OR MISSING
34 - ABH	BAAN MISSING OR MISSING
35 - ABI	FISCAL YEAR INVALID OR MISSING
36 - ABJ	MPC INVALID OR MISSING
37 - ABK	FMS LINE INVALID OR MISSING
38 - ABL	FISCAL YEAR INVALID OR MISSING
39 - ABM	FMS CASE/COUNTRY INVALID OR MISSING
40 - ABN	FISCAL YEAR MUST BE BLANK
41 - ABO	FISCAL YEAR INVALID OR MISSING
42 - ABP	TYPE VENDOR INVALID OR MISSING
43 - ABQ	SALES CODE CANNOT BE BLANK
44 - ABR	SALES CODE MUST BE BLANK
45 - ABS	RCCC - OBY INCOMPATIBLE
46 - ABT	INVALID FY OR OBY
47 - ABU	OBY-FY MAY NOT BE CURRENT
48 - ABV	INVALID RCCC OR EEIC
49 - ABW	INVALID RCCC OR EEIC
50 - ABX	RCCC/FC/DOD FC INCOMPATIBLE
51 - ABY	RCCC/FC/DOD FC INCOMPATIBLE
52 - ABZ	RCCC/FC/DOD FC INCOMPATIBLE
53 - ACA	EEIC-FUND TYPE INCOMPATIBLE
54 - ACB	EEIC/FC/DOD FC INCOMPATIBLE
55 - ACC	SALES CODE-FC INCOMPATIBLE
56 - ACD	PEC - DOD FC INCOMPATIBLE
57 - ACE	PEC - DOD FC INCOMPATIBLE
58 - ACF	PEC DOD FC INCOMPATIBLE

59 - ACG	RCCC-PEC-MFP INCOMPATIBLE
60 - ACH	RCCC-PEC-MFP INCOMPATIBLE
61 - ACI	RCCC-DOD FC INCOMPATIBLE
62 - ACJ	PEC INVALID OR MISSING
63 - ACK	DOD FC NOT NUMERIC

<u>MANAGEMENT NOTICE</u>	<u>EXPLANATION</u>
64 - ACL	EEIC INVALID OR MISSING
65 - ACM	RCCC INVALID OR MISSING
66 - ACN	RCCC-PEC-MFP INCOMPATIBLE
67 - ACO	RCCC - EEIC INCOMPATIBLE
68 - ACP	RCCC-DOD FC INCOMPATIBLE
69 - ACQ	SALES CODE MUST BE BLANK
70 - ACR	MFP-PE INCOMPATIBLE
71 - ACS	MFP-PE INCOMPATIBLE
72 - ACT	MFP-PE INCOMPATIBLE
73 - ACU	INVALID TYPE VENDOR
74 - ACV	INVALID TYPE VENDOR
75 - ACW	ESP INVALID OR MISSING
76 - ACX	RCCC-PEC-MFP INCOMPATIBLE
77 - ACY	RCCC INVALID OR MISSING
78 - ACZ	RCCC/SALES CD/MFP INVALID OR MISSING

(b) Corrective Actions. The Financial Statement and Reports Branch (ARF) must check each record on the listing and its respective management notice to see if further corrective action is required. If the record contains errors, it must be corrected using the online system or the offline kill procedures outlined in section 37.

f. Distribution. The ARF Branch receives the listing, annotates it with action taken, and files the list for audit purposes.

PREPARED 99 AUG 16 11:16

CSR/FSR ZERO-BALANCE DISK CHECK LIST

PCN SH069-053

AFO FT CSRA	APPROPRIATION FSRA	ALLOTCD E	MFP-PE BALID	FC BPAC DISK BALANCE	LNE EEIC	CAAS SMC DIFFERENCE	SC	ORGDATA ESP PC CORRECTED BALANCE	TV NEW/OLD SITE ERROR MESSAGE
C000876		E		1,372.00			1.00	1,373.00	0>TAA C>TAA RR?W
1	5G7 3620	E							
C000877		E		780.00			1.00	781.00	0>TAA C>TAA
1	RP5 3620								
C000879		E		279.00			1.00	280.00	0>TAA C>TAA
1	RV5 3620								
C000880		E		280.00			1.00	281.00	0>TAA C>TAA
1	RR5 3620								
C000681		E		281.00			1.00	282.00	0>TAA C>TAA
1	YL1 362D								
ACTIVE CSR	202 INACTIVE CSR			0					

THE FOLLOWING PROGRAM(S) AND VERSION DATE(S) WERE USED IN CREATING THIS REPORT :
 NBQ0500UABS0 - 990701

END PAGE 1

Figure 35-1. CSR/FSR Zero-Balance Disk Check List.

PREPARED 99 AUG 16 11:16

FSR/PSR/DSR ZERO-BALANCE DISK CHECK LIST

PCN SH069-051

AFO FT	APPROPRIATION	ALLOTCD	MFP-PE	FC BPAC	LINE	EEIC	CAAS SMC	SC	ORGDATA	ESP PC	TV	NEW/OLD SITE
FSRA	PSRA	DSRA	DOCUMENTNO	BALID	DISK BALANCE		DIFFERENCE		CORRECTED	BALANCE		ERROR MESSAGE
2 L			58004184	A555296F	12	53350			24449A	S	S	
F000643	P992476	D009788	371DE8082									ACCT CLASS ERROR
2 L			58004184	A555296F	12	61990			614401	S	S	
F000643	P014166	D002882	XX88M9516									ACCT CLASS ERROR
2 L			58004184	A555296F	12	61990			614401	S	S	
F000643	P014166	D003448	XX88M9525									ACCT CLASS ERROR
					ACTIVE FSR	106	INACTIVE FSR	0	ACTIVE PSR	2746		
INACTIVE PSR			0	ACTIVE DSR	1682	INACTIVE DSR	0					

THE FOLLOWING PROGRAM(S) AND VERSION DATE(S) WERE USED IN CREATING THIS REPORT :
 NBQ0500UABS0 - 990701

END PAGE 1

Figure 35-2. FSR/PSR/DSR Zero-Balance Disk Check List.

PCN SH069-B51

END PAGE 1

Figure 35-3. PSR Data Element Audit List.

PREPARED 99 JUL 09

TRAVEL ACCOUNTING/GENERAL ACCOUNTING RECONCILIATION LIST
(DSR DELETES)

PCN SH069-W11

AFO-ID: 0

THE FOLLOWING GENERAL ACCOUNTING DETAIL RECORDS HAVE BEEN DELETED:

TYPE TRANS	SSN	ORDER/ DOCUMENT NUMBER	TYPE VENDOR	OAC/OBAN	FSRA	PSRA	DSRA	BAL ID	TRANS AMOUNT	RC/CC	DATE
05	035297293	TA7293	5	6774	000084	002035	000139	U	\$350.00	701040	2075
05	135257293	TA7293	5	6774	000084	002035	000140	U	\$350.00	701040	2075
05	235287293	TA7293	S	6774	000084	002035	000140	U	\$350.00	701040	2075
05	335257293	TA293	S	6774	000084	992035	000140	U	\$350.00	701040	2075
05	435287293	TA293	S	6774	000084	002035	000140	U	\$350.00	701040	2075

THE FOLLOWING PROGRAM(S) AND VERSION DATE(S) WERE USED IN CREATING THIS REPORT :
NBQW100UABS0 - 981230

PCN SH069-W11

END PAGE 1

Figure 35-4. Travel Accounting/General Accounting Reconciliation List (DSR Deletes).

PREPARED 99 JUL 19

TRAVEL ACCOUNTING/GENERAL ACCOUNTING RECONCILIATION LIST
(TRAVEL RECORD DELETES)

PCN SH069-W12

AFO-ID: 0

THE FOLLOWING TRAVEL ACCOUNTING DETAIL RECORDS HAVE BEEN DELETED:

TYPE TRANS	SSN	TRAVEL ORDER NUMBER	DOCUMENT NUMBER	TMG/DOV/ PROCEED DATE	ORDER/ TYPE TVL	FSRA	PSRA	DSRA	TRAN AMOUNT	DSSN	DATE
03		B0000057	000858			010360	017570		\$0.00	3113	
03		T0000007	000021			000446	004635		\$0.00	3092	
03		T0000008	000021			000446	000411		\$0.00	3113	
03		T0000009	000021			000446	007367		\$0.00	3111	
03		T0000011	000021			001006	004191		\$0.00	3112	
03		T0000020	000021			000999	009949		\$0.00	3112	
03		T0000159	000715			007095	008893		\$0.00	3104	
03		T0001757	000109			004223	003830		\$0.00	2337	
03		TA000002	000109			004223	023379		\$0.00	3057	
03		TA000002	000612			006518	020891		\$0.00	2302	
03		TA000003	000612			006518	020832		\$0.00	3091	
03		TA000033	000109			004223	023081		\$0.00	2342	
03		TA000035	000858			010356	007858		\$0.00	3034	
03		TA000054	000109			004173	023184		\$0.00	3007	
03		TA000367	001577			021750	022876		\$0.00	3111	
03		TA002300	000066			001810	001091		\$0.00	3111	
03		TA005873	001263			000480	007642		\$0.00	3062	
03		TB000001	000088			002886	020458		\$0.00	3112	
03		TB000002	000088			002886	020472		\$0.00	3102	
03		TB000004	000088			002951	021590		\$0.00	3096	
03		TB000006	000109			004221	020550		\$0.00	2353	

PCN SH069-W12

PAGE 1

PREPARED 99 OCT 26

TRAVEL RECORD MONETARY CHANGE LIST

PCN SH069-W13

AFO-ID: 0

THE FOLLOWING TRAVEL RECORDS AMOUNTS HAVE BEEN CHANGED TO AGREE WITH THE GEN'L ACCT'G DSR RECORDS:

TYPE TRANS	SSN/TVL REQUEST NUMBER	TRAVEL ORDER NUMBER	PROCEED DATE	TR/MTA/ DOCUMENT NUMBER	DOV NUMBER	TYPE TVL	FSRA	PSRA	DSRA	BEFORE CHANGE AMOUNT	AFTER CHANGE AMOUNT	DSSN	TRANS DATE	SITE CODE
05	100000002	T1002	930901			T	000157	004000	001733	\$200.00	\$100.00	0000	3260	10
05	100000001	T1001	930901			T	000157	004000	000984	\$300.00	\$200.00	0000	3260	10
05	100000004	T1004	930901			T	000157	004000	000984	\$200.00	\$100.00	0000	3260	10
05	100000003	T1003	930901			T	000157	004000	000094	\$300.00	\$200.00	0000	3260	10

PCN SH069-W13

END PAGE 1

Figure 35-6. Travel Record Monetary Change List.

PREPARED 99 NOV 15

TRAVEL MASS CHANGES LIST

PCN SH069-W22

AFO ID: 0

THE FOLLOWING TRAVEL RECORDS HAVE BEEN CHANGED:

OLD DATA

NEW DATA

TYPE	RECORD	SSN/OOC NBR	TRVL-ORD PROC-DTE	DSRA	PSRA	FSRA	EEIC	DSI	DSRA	PSRA	FSRA	EEIC	DSI
TRVL-ORD		005480649	TA341	004784	010247	000157	40830					40831	
TRVL-ORD		085421184	TA3410	004554	010247	000157	40830					40831	
TRVL-ORD		118488526	TA3412	004637	002511	000157	40830					40831	
TRVL-ORD		170468133	TA3062	005842	010247	000157	40830					40831	
TRVL-ORD		209469486	TA3402	003029	006964	000157	40830					40831	
TRVL-ORD		245909988	TA3358	005659	001375	000157	40830					40831	
TRVL-ORD		266434310	TA3396	000201	010247	000157	40830					40831	
TRVL-ORD		436233559	T00014	001813	010145	000157	40830					40831	
TRVL-ORD		439064047	TA3408	003143	006954	000157	40830					40831	
TRVL-ORD		462336841	TA3409	004841	010247	000157	40830					40831	
TRVL-ORD		484586572	TA3408	003024	00696	000157	40830					40831	

Figure 35-7. Travel Mass Changes List.

PREPARED 99 JUL 19
AFO: 0

CSR/FSR/PSR CORRECTED BALANCES LIST

PCN SH069-W42

RECORD ADDRESS	BAL ID	BEFORE AMOUNT	AFTER AMOUNT	NET CHANGE
F000015	U	\$22,222,340.99	\$22,222,339.88	\$1.11
P000056	U	\$17.76	\$16.65	\$1.11
F000015	E	\$1,213.83	\$102.22	\$0.50
P000535	E	\$102.72	\$102.72	\$0.50
F0000142	U	\$1,213.83-	\$1,213.33-	\$0.50-
P0000535	U	\$102.72-	\$102.22-	\$0.50-

THE FOLLOWING PROGRAM(S) AND VERSION DATE(S) WERE USED IN CREATING THIS REPORT :
NBQW400UABS0 - 981230

PCN SH069-W42

END PAGE 1

Figure 35-8. CSR/FSR/PSR Corrected Balances List.

TITLE: FSR/PSR DATA ELEMENT AUDIT

FILE-ID: ABQB5CUNDC10

<u>DESCRIPTION</u>	<u>POSITIONS</u>	<u>SPECIAL INSTRUCTIONS</u>
Record-ID	1-3	Enter "AFO".
	4	Blank.
AFO-ID	5	0-9.
	6	Blank.
Site Code	7-8	00-99.
	9-80	Blank.

Figure 35-9. Control Record--FSR/PSR Data Element Audit (Program NBQB50).

PREPARED 99 MAR 11

SITE-CODE UPDATE/VALIDATION REPORT
OPTION 1

PCN SH069-B21

AFO	OLD SITE CODE	NEW SITE CODE	P C	CSRA	OAC/ASN OBAN	FD TY	MAXWELL AFB APPROPRIATION	ADSN 667100 FD CD	YR	MFP	PROJ EEIC/BAAN BPAC MPC/TASK	FMS LINE	CCC	CC/ORG/FSC SPO/BUY ACT	SALES PEC CODE	PEC	DOD FC	EM SP	SMC/T GLACV
0	99	11		C001509	6019			5D	2										
0	99	11		C001510	6019			5D	1										
0	99	11		C001511	6019			5D	0										
0	99	11		C001512	6019			5D	9										
0	99	11		C001513	6019			5D	8										
0	99	11		C001514	6019			5D	7										
0	99	11		C001515	6019			5D	M										
0	99	11		C001517	6019			5E	2										
0	99	11		C001518	6019			5E	1										
0	99	11		C001519	6019			5E	0										
0	99	11		C001520	6019			5E	9										
0	99	11		C001521	6019			5E	8										
0	99	11		C001525	7819			5F	1										
0	99	11		C001526	7819			5F	0										
0	99	11		C001527	7819			5F	9										
0	99	11		C001528	7819			5F	8										

RECORD NOT FOUND IN 61B OR 61C FILE

RECORD NOT FOUND IN 61B OR 61C FILE

RECORD NOT FOUND IN 61B OR 61C FILE

THE FOLLOWING PROGRAM AND VERSION DATE WERE USED IN CREATING THIS REPORT:
NBQB200UABS0 - 980310

PCN SH069-B21

END PAGE 1

Figure 35-10. Site Code Update/Validation Report, Option 1.

PREPARED 1997/06/25

PSR DATA ELEMENT AUDIT

AS OF 1997/06/25

PCN SH069-B51

AFO 0

DAYTON OPLOC, OHIO

PSR	FSR	F T	FC	APPROPRIATION	F Y	O Y	M OAC/ F OBAN	P F	PEC	D OF DC	BPAC/ PROJ/ CS/CTY	FMS FMS LNE	MPC/ EEIC/ BAAN	RC/CC	E S P	T PC V	-MANAGEMENT NOTICE-
000029	898700	X	30		9	9	6360	07	79999F	08			408	978427	T	5	AAF-INVALID EEIC, MUST START WITH 409
000038	000600	E	4A		6		3930				ADMOO		392		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000039	000600	E	4A		6		3930				ADMOO		393		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000041	340200	E	4E				6302				NEAJTK	EAK			N	4	ABL-FISCAL YEAR INVALID OR MISSING
000042	000600	E	4A		6		3930				ADMOO		396		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000044	247900	E	4E				6302				NSIBKS	003			N	4	ABL-FISCAL YEAR INVALID OR MISSING
000046	893000	Z	11		9		6302				9960	001			N		AAL-INVALID FMS-CASE/COUNTRY CODE
000054	815400	X	30		0	0	6448	A8	89999F	08			408	97842A	T	5	AAF-INVALID EEIC, MUST START WITH 409
000055	898700	X	30		9	9	6360	07	79999F	08			408	970850	T	5	AAF-INVALID EEIC, MUST START WITH 409
000057	898700	X	30		9	9	6360	09	99999F	08			408	970850	T	5	AAF-INVALID EEIC, MUST START WITH 409
000060	897500	X	30		9	9	6340	07	79999F	08			408	978427	T	5	AAF-INVALID EEIC, MUST START WITH 409
000061	480400	E	4E				6302				CEANTK	001			N	4	ABL-FISCAL YEAR INVALID OR MISSING
000062	000600	E	4A		6		3930				ADMOO		46940		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000064	000500	E	4A		5		3930				ADMOO		40807		TX	5	AAF-INVALID EEIC, MUST START WITH 409
000064	000500	E	4A		5		3930				ADMOO		40807		TX	5	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000066	000600	E	4A		6		3930				ADMOO		480		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000069	000600	E	4A		6		3930				ADMOO		490		NG	5	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000070	000600	E	4A		6		3930				ADMOO		494		NG	5	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000072	314700	X	YX		9	9	6380		78010F	01	78010F		407	188521	T	4	AAF-INVALID EEIC, MUST START WITH 409
000073	898700	X	30		9	9	6360	07	79999F	08			407	970850	T	4	AAF-INVALID EEIC, MUST START WITH 409
000074	125900	X	30		1	1	6320	03	39999F	08			407	978423	T	4	AAF-INVALID EEIC, MUST START WITH 409
000075	000600	E	4A		6		3930				ADMOO		495		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000077	000600	E	4A		6		3930				ADMOO		501		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000078	337800	E	4E				6302				CSEAIID	015			N	4	ABL-FISCAL YEAR INVALID OR MISSING
000079	902300	X	30		9	9	6448	A8	89999F	08			407	97842A	T	4	AAF-INVALID EEIC, MUST START WITH 409
000080	000600	E	4A		6		3930				ADMOO		50101		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000081	902300	X	30		9	9	6448	A8	89999F	08			408	97842A	T	5	AAF-INVALID EEIC, MUST START WITH 409
000082	902300	X	30		9	9	6448	07	79999F	08			408	978427	T	5	AAF-INVALID EEIC, MUST START WITH 409
000083	887600	X	30		9	9	1792	02	29999F	08			408	970850	T	5	AAF-INVALID EEIC, MUST START WITH 409
000085	902300	X	30		9	9	6448	A8	89999F	08			405	97842A	T	5	AAF-INVALID EEIC, MUST START WITH 409
000086	000600	E	4A		6		3930				ADMOO		50105		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000087	902300	X	30		9	9	6448	A8	89999F	08			406	97842A	T	5	AAF-INVALID EEIC, MUST START WITH 409
000088	000600	E	4A		6		3930				ADMOO		50106		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000089	000300	E	4A		2		3930				ADMOO		50101		NG	4	ABM-FMS CASE/COUNTRY INVALID OR MISSING
000090	891400	X	30		9	9	5405	03	35128F	13			408	970850	T	5	AAF-INVALID EEIC, MUST START WITH 409
000094	877600	E	4E				6302				NKCMAT	001			N	4	ABL-FISCAL YEAR INVALID OR MISSING
000096	336900	E	4E				6302				CRBBCN	RBC			N	4	ABL-FISCAL YEAR INVALID OR MISSING

THE FOLLOWING PROGRAM(S) WERE USED IN CREATING THIS REPORT:
LBQB5EXTRACT